

LAW OFFICES

SHOOK, HARDY & BAUGHN

file

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November 30, 1988

Mr. Donald Grimsland
Philip Morris Companies Inc.
521 Gotham Parkway
Carlstadt, New Jersey 07072

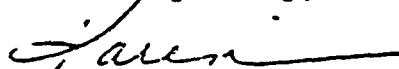
Dear Donald,

Enclosed please find a list of cartons which can be refiled at Carlstadt. These cartons should be among those moved from 100 Park on November 15. As we discussed, we would appreciate it if you would move the rest of the cartons and the boxes containing our supplies to a vacant office on the second floor of your warehouse.

I understand that you will be receiving six cartons from Kate Byrne of our office later this week. Please put these cartons in the office, also.

Please call if you encounter any problems. We'll be in touch about our plans to review the remainder of the card file, refile documents, and so on. Thank you, again, for taking time out from your work to answer questions about your system at Carlstadt. We'll look forward to seeing you again some time next month.

Yours very truly,



Karen K. Jasa
Document Analyst

KKJ/mb

Enclosure

cc: Todd B. Sollis, Esq.
Colleen O. Flinn
Phyllis Cowart
Gene E. Voigts, Esq.
William L. Allinder, Esq.

12/8/88
Spoke to Donald
He will
to the

VK - FYI
Donald -
Pls. call me
when you receive
this note to
review briefly
this letter
JH
PC

2043486155